

OFFICE OF EMERGENCY MEDICAL SERVICES**Administrative Requirements Manual**

Effective: 6/26/06

Authorization: AR

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A/R Title: EMT-PARAMEDIC CERTIFICATION PROCEDURES BASED ON OUT-OF - STATE TRAINING, LICENSURE OR CERTIFICATION

Supersedes: 8/12/02

PURPOSE

To define the requirements and procedures for an individual who is currently licensed or certified as an EMT-Paramedic in another state and wishes to become certified as an EMT-Paramedic in Massachusetts.

To define the requirements and procedures for an individual who was trained as an EMT-Paramedic in another state and wishes to become certified as an EMT-Paramedic in Massachusetts based on "equivalent training".

REQUIREMENTS

A candidate who is licensed/certified in another state and passed a state-approved practical examination in order to become licensed/certified is required to successfully complete the Massachusetts EMT-Paramedic written examination.

A candidate, who is not licensed/certified in another state or did not pass a state-approved practical examination in order to become licensed/certified, is required to successfully complete the Massachusetts EMT-Paramedic written and practical examinations.

A candidate who is not licensed/certified as an EMT-Paramedic must be certified as an EMT-Basic and submit official documentation that they successfully completed a DOT EMT-Paramedic program within the past two years. Candidates who are approved to take the examination by OEMS will be required to successfully complete the Massachusetts EMT-Paramedic written and practical examinations.

In order for EMT-Paramedic training to be considered equivalent, it must meet or exceed the U.S. Department of Transportation's EMT-Paramedic '85 or '98 National Standard Curriculum.

Candidates who have previously taken and failed the Massachusetts EMT-Paramedic examination are not eligible to be considered under the requirements of this A/R. They must successfully complete the written and practical examinations in Massachusetts in order to be certified.

Candidates who were trained in Department-accredited training institutions must submit documentation of successful completion of their EMT-Paramedic training program in addition to meeting all other requirements.

REQUIRED TRAINING DOCUMENTATION FOR THOSE LICENSED OR CERTIFIED AS EMT-PARAMEDICS

1. Current state licensure/certification as an EMT-Paramedic. This certification must be current, valid and in good standing when a candidate applies for and takes the examination in Massachusetts.
2. A Verification of EMT Status form completed by the state that issued the candidate's EMT-Paramedic license/certification. The Verification of EMT Status form must be received at OEMS in the sealed envelope provided with the form.
3. Official documentation of successful completion of an EMT-Paramedic training course that meets the minimum U.S. Department of Transportation's EMT-Paramedic National Standard Curriculum ('85 or '98 standards).

If the candidate was trained at a Department-accredited training institution, the candidate must meet all Department and training institution course requirements.

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The candidate's name must appear on OEMS Form 300-38, Course Completion Verification for Accredited Institutions, as documentation that the student has successfully completed the classroom and lab portions of the program.

The candidate must submit an OEMS Form 300-36, Documentation of Successful Completion of OEMS Accredited Training Institution EMT-Paramedic Program which has been completed by the training institution, with their application and fee.

4. Current Advanced Cardiac Life Support (ACLS) successful course completion credentials from the American Heart Association. A copy (both sides) of the card must be provided.
5. Current Basic Cardiac Life Support (BCLS) successful course completion credentials from the American Heart Association (AHA) Health Care Provider or the American Red Cross (ARC) Professional Rescuer in Cardiopulmonary Resuscitation (CPR). A copy (both sides) of the card must be provided.

REQUIRED TRAINING DOCUMENTATION FOR THOSE TRAINED, BUT NOT LICENSED OR CERTIFIED AS EMT-PARAMEDICS

1. Current state licensure/certification as an EMT-Basic. This certification must be current, valid and in good standing when a candidate applies for and takes the examination in Massachusetts.
2. A Verification of EMT Status form completed by the state that issued the candidates EMT-Basic license/certification. The Verification of EMT Status form must be received at OEMS in the sealed envelope provided with the form.
3. Official documentation of successful completion of an EMT-Paramedic training course that meets the minimum U.S. Department of Transportation's EMT-Paramedic National Standard Curriculum ('85 or '98 standards). The documentation must include a course outline for the classroom, clinical and field internship portions of the program and a certificate or letter of course completion signed by the Program Director or Program Medical Director.
4. Current Advanced Cardiac Life Support (ACLS) successful course completion credentials from the American Heart Association. A copy (both sides) of the card must be provided.
5. Current Basic Cardiac Life Support (BCLS) successful course completion credentials from the American Heart Association (AHA) Health Care Provider or the American Red Cross (ARC) Professional Rescuer in Cardiopulmonary Resuscitation (CPR). A copy (both sides) of the card must be provided.

PROCESSING PROCEDURES

The candidate must submit all the documentation as required above, and receive approval from OEMS.

The candidate must submit the required application and certification fee.

The candidate will then be notified of exam requirements and scheduling information.

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